Analysis Office
Activity Ditionary

Supporting Office	Division/Team/Group	Activity	Definition
Analysis	Program Development	Develop and review proposed statutory changes to Title IV programs.	This activity involves the development of position papers for legislation being considered by Congress related to Title IV programs. In developing the position paper interviews are conducted, existing legislation is researched.
		Provide authoritative advice and interpretation on public law, regulations and policies related to Title IV student aid programs.	This activity requires an official Departmental Student Aid Policy statement to be issued. The policy must obtain certain clearance procedures.
		Provide support to the Dept. of ED and SFA in the implementation of standing Title IV legislation.	This activity require the participation in working groups related to implementing new Title IV regulations.
		Perform special projects	This involves other duties as assigned.
	Program Analysis	Conduct quantitative and qualitative program evaluations including trend analyses and projections of Title IV student aid programs.	This activity requires the gathering of data needed to perform such analysis. Once the data is gathered it must be analyzed and reported in an effective manner to SFA management.
		Develop research agenda to collect program information for what if scenarios and strategic planning related to student aid programs.	
		Perform special projects	This involves other duties as assigned.
	Performance	Manage SFA Performance Measure Program	This activity involves development of the annual plan and associated performance agreements for Channel and Support Offices. In addition, the office coordinates performance-related issues across the enterprise units. Also the group faciliates program communications related to SFA performance across all organizational units. The Analysis staff will also develop Balance Scorecard Measures for SFA teams. In addition, the group responds to all Congressional, IG, GAO and other internal and external inquiries related to SFA performance.
		Prepare Management Reports	Prepare SFA quarterly performance reports, the secretary's weekly report, Bi-weekly reports, Annual Reports, GPRA and any other internal or external requested performance-related report.
		Develop & Maintain Performance Information and Tracking System	The Analysis Performance Division is working with CSC to develop the requirement specifications for a performance tracking system. Once the requirements have been identified analysis staff will assist in implementing and maintain the tracking system. Functions associated with this would include generating reports, analyzing information, insuring its completeness, conducting user training and providing technical assistance.
		Develop & Administer SFA's Survey Program	The Analysis staff are responsible for developing and administering SFA survey programs such as the ACSI and Gallup surveys. The group analyzes results and provides written and oral reports to the organization. It is also responsible for implementing the appropriate trainging programs related to results, so that all SFA staff understand the findings and theoretical concepts behind the models and other components of the program.
		Perform special projects	This involves other duties as assigned.

SFA Analysis Office
Assignment of Activities to Channels

Supporting Office	Division/Team/Group	Activity	Proposed Driver	Channels			%
				Students	School	Financial Partners	
Analysis	Program Development	Develop and review proposed statutory changes to Title IV programs.	FTE	20%	50%	30%	100%
		Provide authoritative advice and interpretation on public law, regulations and policies related to Title IV student aid programs.	FTE	20%	60%	20%	100%
		Provide support to the Dept. of ED and SFA in the implementation of standing Title IV legislation.	FTE	25%	50%	25%	100%
		Perform special projects	FTE	30%	30%	40%	100%
	Program Analysis	Conduct quantitative and qualitative program evaluations including trend analyses and projections of Title IV student aid programs.	FTE	50%	25%	25%	100%
		Develop research agenda to collect program information for what if scenarios and strategic planning related to student aid programs.	FTE	50%	25%	25%	100%
		Perform special projects	FTE	50%	25%	25%	100%
	Performance	Manage SFA Performance Measure Program	FTE	33%	34%	33%	100%
		Prepare Management Reports	FTE	33%	34%	33%	100%
		Develop & Maintain Performance Information and Tracking System	FTE	33%	34%	33%	100%
		Develop & Administer SFA's Survey Program	FTE	33%	34%	33%	100%
		Perform special projects	FTE	33%	34%	33%	100%

Supporting Office	Division/Team/Group	Activity	Proposed Driver / Channel's	DL - Origination / School	DL - Servicing /Repayment / Student	DL - Collections/ DCS / Student	DL - Consolidations / Student	FFELP / FP	Pell / School	FWS / School	FSEOG / School	Perkins / School	S/LEAP / FP	%
Analysis	Program Development	Develop and review proposed statutory changes to Title IV programs.	Channel's Direct Contribution to the Programs											0.00%
		Provide authoritative advice and interpretation on public law, regulations and policies related to Title IV student aid programs.	Channel's Direct Contribution to the Programs											0.00%
		Provide support to the Dept. of ED and SFA in the implementation of standing Title IV legislation.	Channel's Direct Contribution to the Programs											0.00%
		Perform special projects	Channel's Direct Contribution to the Programs											0.00%
	Program Analysis	Conduct quantitative and qualitative program evaluations including trend analyses and projections of Title IV student aid programs.	% of Work	13%	5%	5%	20%	20%	20%	5%	5%	5%	2%	100%
		Develop research agenda to collect program information for what if scenarios and strategic planning related to student aid programs.	% of Work	20%	20%		20%	20%	20%					100%
		Perform special projects	% of Work		20%	10%	30%	20%	20%					100%
	Performance	Manage SFA Performance Measure Program	Channel's Direct Contribution to the Programs											0.00%
		Prepare Management Reports	Channel's Direct Contribution to the Programs											0.00%
		Develop & Maintain Performance Information and Tracking System	Channel's Direct Contribution to the Programs											0.00%
		Develop & Administer SFA's Survey Program	Channel's Direct Contribution to the Programs											0.00%
		Perform special projects	Channel's Direct Contribution to the Programs											0.00%